

Acupuncture Checklist

Training & Competency

- Separate infection control training completed
- Evidence/Certificate

Treatment Room Standards

- Dedicated wash hand basin in treatment area with a supply of hot & cold water/mixer available to basin – for the sole use of the operator, located in the treatment room
- Antibacterial soap in single-use dispenser. If being reused, include a cleaning/disinfection regime.
- Disposable paper towels/roll provided (no reusable towels) (recommendation: wall mounted dispenser)
- Internal door, window, partition, floor, floor covering or ceiling is kept clean and in good repair as to enable it to be cleaned effectively
- The walls and floor of the treatment area smooth and impervious
- Treatment couch in good repair, smooth and impervious
- Paper roll changed between clients
- No reusable throws/blankets
- Furniture and similar fittings in the premises kept in such good repair to enable them to be cleaned effectively – no excess dust traps/dried flower arrangements in vicinity
- Adequate general lighting
- Local task lighting available

Needles

- Needles/blades sealed & sterile
- Must be disposable
- Reputable supplier - Packaging checked for supplier & expiry dates

Waste Management

- Waste contract
- Clinical waste contract
- Sharps box appropriate size & in use, with lid that can be closed when not in use
- Sharps box labelled with premises details
- Clinical waste bin has closable lid and is foot operated
- Yellow/black bags used for soft disposables
- Additional bin that is foot operated and large enough to cope with type of waste
- Secure storage for clinical waste

Cleanliness & Disinfection

- Cleaning including antibacterial spray
- Clinell wipes are recommended for cleaning, especially hand pieces
- Cleanliness procedure in place
- Refilling spray bottles avoided

Client Safety Procedures

- Client records include contra-indication checks
- Positive medical conditions trigger further assessment

Cleansing procedure of skin:

- 70% alcohol wipes/70% isopropyl alcohol

PPE:

- Gloves, correct sizes, non-latex
- Single use disposable aprons

Aftercare

- Written aftercare advice provided
- Client has acknowledged receipt

First Aid/anaphylaxis

- Staff are trained to manage

Documentation Checklist

- Professional and Public Liability Insurance
- General waste and Clinical Waste Contract
- Training Certificates
- Separate infection control training (preferred)
- Sample Client Record Card – personal details requested; all conditions covered with a “cover all”/“anything else” to notify practitioner
- Copy of Aftercare Advice – online/text and/or paper copies